

IRWINDALE CITY COUNCIL CHAMBERS
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706

MAY 29, 2024
WEDNESDAY
5:00 P.M.

The Irwindale **CITY COUNCIL, HOUSING AUTHORITY, and RECLAMATION AUTHORITY** met in a special joint meeting at the above time and place.

ROLL CALL:

Present: Councilmembers Mark A. Breceda, Manuel R. Garcia,
H. Manuel Ortiz; Mayor Pro Tem Larry G. Burrola;
Mayor Albert F. Ambriz

Also Present: Julian A. Miranda, City Manager; Jamie Traxler,
Assistant City Attorney; Theresa Olivares, Assistant City Manager;
and Laura Nieto, Chief Deputy City Clerk

AB 2449 DISCLOSURES None.

**CHANGES TO THE
AGENDA**

None.

**RECESS TO
CLOSED SESSION**

At 5:03 p.m., the City Council met in Closed Session to discuss the following:

Public Employee Discipline/Dismissal/Release
Authorized under CA Government Code Section 54957

ACTION: Confidential personnel issue; no additional information required.

Conference with Real Property Negotiator
Pursuant to California Government Code Section 54956.8

Property: 16124 Calle de Paseo
Agency Negotiator: Julian A. Miranda, Executive Director
Parties: Valerie R. Sanchez, Leonard B. Aguayo, and Kenneth Aguayo, each as 1/3 as tenants in common
Under Negotiation: Price and terms of payment

ACTION: Discussed, direction given to staff; no reportable action taken (Councilmembers Breceda and Garcia recused themselves from discussing this matter).

**RECONVENE IN
OPEN SESSION**

At 5:37 p.m., the City Council reconvened in Open Session.

**COUNCILMEMBER
COMMENTS**

COUNCILMEMBER
ORTIZ

Councilmember Ortiz thanked all involved in organizing yesterday's Mayor's Prayer event as well as Southern California Edison for providing the venue.

MAYOR PRO TEM BURROLA	Mayor Pro Tem Burrola agreed and acknowledged Assistant to the City Manager Espino for her assistance.
COUNCILMEMBER BRECEDA	Councilmember Breceda spoke on his attendance at the Contract Cities conference and the ICSC conference.
MAYOR AMBRIZ	Mayor Ambriz noted that he was invited to attend a Memorial Day event held by the City of Glendora and thanked all that helped coordinate the Mayor's Prayer Breakfast.

**SPONTANEOUS
COMMUNICATIONS**

None.

NEW BUSINESS

<u>ITEM NO. 12A</u> VERBAL REPORT ON PLANNING COMMISSION APPOINTMENT	VERBAL REPORT ON PLANNING COMMISSION APPOINTMENT
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CITY MANAGER MIRANDA	City Manager Miranda noted that Teresa Ortiz, the Council's choice for appointment to the Planning Commission, submitted an email where she declined the appointment, and as such, staff is now seeking Council direction.
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COUNCILMEMBER BRECEDA	Councilmember Breceda expressed his interest in nominating Dominique Reyes to the Planning Commission, to which Assistant City Attorney Traxler advised that nominations would not be received tonight; rather, staff is seeking direction from the Council and can bring the item back for further consideration at the June 12 meeting.
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Councilmember Breceda suggested working off the applications that have already been received rather than reopen a new application period.

COUNCILMEMBER ORTIZ	Councilmember Ortiz concurred and suggested making nominations at the next Council meeting.
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MOTION	A motion was made by Councilmember Breceda, seconded by Mayor Pro Tem Burrola, to schedule appointment to the Planning Commission for the Council meeting of June 12 and make nominations from the existing pool of applications. The motion was unanimously approved.
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<u>ITEM NO. 12B</u> FISCAL YEAR 24/25 BUDGET WORKSHOP	FISCAL YEAR 2024-2025 BUDGET WORKSHOP (Joint Item with Housing Authority and Reclamation Authority)
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DIRECTOR BORHANI	Director Borhani introduced the report and made a PowerPoint presentation wherein he outlined revenues, transfers-in,
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expenditures, and expenditures-out for the general fund, mining impact fund, special revenue funds, and capital project funds. He also noted that no mid-year requests or adjustments are being recommended and outlined next steps.

- FRED BARBOSA Fred Barbosa asked whether funding for residents' prescription drug coverage would be cut, to which City Manager Miranda noted that the City has a pattern of reserving funding amounts that exceed actual expenditures for resident prescriptions. As such, staff is now proposing to reduce funding to \$925,000, which is still sufficient to continue with the existing level of expenditures.
- MAYOR AMBRIZ In reply to a question by Mayor Ambriz, City Manager Miranda advised that, should additional funding be needed to cover residents' prescription drug coverage, staff would request it from the Council, though he added that he does not foresee the need to do so.
- CITY MANAGER MIRANDA City Manager Miranda then advised that various members of staff would now present funding requests to the Council for consideration.
- ASSISTANT TO THE CITY MANAGER ESPINO Assistant to the City Manager Espino requested approving \$375 for membership dues to the SGV Economic Partnership and \$2,000 to attend the League of CA Cities Annual Conference and Expo.
- ASSISTANT CITY MANAGER OLIVARES Assistant City Manager Olivares requested funding to replace seven Council Chambers dais chairs and outer Council Chamber chairs, per the Council's previous request.
- CHIEF DEPUTY CITY CLERK NIETO Chief Deputy City Clerk Nieto requested funding to replace obsolete records-management software.
- IT MANAGER WAGNER IT Manager Wagner requested funding for multi-factor authentication implementation, annual laptop replacement, and an increase in ongoing computer replacement, at about 6 laptops per year.
- LIBRARIAN BALLI Librarian Balli requested funding for homelessness training for staff and for "Kanopy", an on-demand video platform.
- FRED BARBOSA Fred Barbosa suggested providing homelessness training to all City staff.
- CHIEF HOFFORD Chief Hofford requested funding for a new Communications and Records Supervisor position as well as a Police Administrative Clerk position. He also requested funding for recurring subscriptions to services such as InTime, Veritone, Motorola GIS and new subscriptions such as Lefta, Performa, and CopWare. Funding was also requested for a new redundant-fiber optic radio service, Flock Safety, and Nichols Consulting, which assists in recovering costs from the state.

COUNCILMEMBER ORTIZ	Responding to several questions by Councilmember Ortiz, Chief Hofford advised that: 1) current officers would probably not be interested in applying for the Communications and Records Supervisor position, nor would they have the needed skills to perform that type of job, 2) the \$7,000 requested for Flock Safety would cover expenses through the end of the current fiscal year, with ongoing yearly costs of \$49,000, 3) he elaborated on how he plans on lowering trending department overtime costs, and 4) current staffing levels and the staffing level needed to eliminate overtime costs.
COUNCILMEMBER BRECEDA	Councilmember Breceda noted that additional officers would need to be hired to reduce overtime costs.
DIRECTOR SIMPSON	Director Simpson requested to unfreeze an Assistant Planner position, funding for continued contract services with planners to assist with specific projects, and funding for training for Code Enforcement officers.
MAYOR PRO TEM BURROLA	Mayor Pro Tem Burrola asked about the required qualifications for the Assistant Planner position, which Director Simpson elaborated on.
COUNCILMEMBER ORTIZ	In response to a question by Councilmember Ortiz, Director Simpson advised that the current Planning Technician has been performing the work that typically would be performed by an Assistant Planner. She noted that having an Assistant Planner on board would aid in succession planning.
COUNCILMEMBER GARCIA	Councilmember Garcia asked whether contract planners would better serve the department's needs, to which Director Simpson indicated that contract planners help on more complex matters, but that the Assistant Planner position would help in other planning matters that are unique to the City. Additionally, contract planners have high turnover rates which would negatively impact ongoing projects. Staff is hoping to conduct an internal recruitment for the Assistant Planner position.
COUNCILMEMBER BRECEDA	Councilmember Breceda spoke on his reluctance to fill the position internally, fearing that the staff member would receive training and then move to another agency. He stated that he would be willing to entertain fulfilling the department needs with contract planners, to which Director Simpson reiterated that contract planners have high turnover rates and noted that Irwindale requires a unique expertise that is gained through experience working in the department.
MAYOR AMBRIZ	Mayor Ambriz asked for City Manager Miranda's input on this request, to which he advised that he recommends reclassifying a current employee to the Assistant Planner position and described the staff member's qualifications.

CITY MANAGER MIRANDA	City Manager Miranda noted that funding the Assistant Planner position would also defund the staff member's former position. He added that he would not recommend the reclassification if it weren't necessary.
MAYOR PRO TEM BURROLA	Mayor Pro Tem Burrola asked about the number of staff members in the department, to which Director Simpson noted that it has four staff members plus one part-time intern. Mayor Pro Tem Burrola stated that he understood how the department needs to fill that position.
COUNCILMEMBER BRECEDA	Responding to a question by Councilmember Breceda, City Manager Miranda stated that he is comfortable in recommending approval of all requested personnel requests.
DIRECTOR CHAN	Director Chan asked for funding for the following capital improvement projects: a block wall for 5239 Morada Street, an Arrow Highway center median extension, an HVAC replacement for the Recreation Center, the Safe, Clean Water Program Arrow Highway Beautification project, pavement rehabilitation, and the filling of an Assistant Engineer position.
FRED BARBOSA	Fred Barbosa asked why staff keeps "raiding" the mining fund, to which City Manager Miranda stated that financial assurances have been in place since the early 2000's as part of the Reclamation Authority and noted that those funds have not been touched.
ANONYMOUS	An anonymous Zoom attendee asked about a swimming pool renovation, to which Director Chan briefly summarized the project specifications.
SUZANNE GOMEZ	Suzanne Gomez suggested that a community workshop be held to discuss improvements to the Aquatics Center. She also asked whether a frozen engineering position from last year is the same that is being requested this year.
DIRECTOR CHAN	Director Chan noted that repairs would be conducted and deficiencies corrected based on the results of a feasibility study conducted on the state of the Aquatics Center. He also noted that the previously frozen position that Ms. Gomez referenced was for the Assistant City Engineer, which differs from the Assistant Engineer position.
MAYOR AMBRIZ	In reply to a question by Mayor Ambriz, Director Chan advised that staff could conduct public outreach meetings for the swimming pool project to gain input and suggestions from members of the community. Director Chan added that staff has already arranged for the replacement of the pool water heater, which was completed around March.

- DIRECTOR RODRIGUEZ Director Rodriguez provided additional details on the swimming pool project and noted that it is primarily scheduled to address needed repairs and to bring it up to ADA standards and noted that any community workshops would delay the project and the reopening of the pool.
- SUZANNE GOMEZ Suzanne Gomez asked whether the proposed position would include any mining components.
- RECESS At 7:24 p.m., the Council took a short recess due to technical difficulties with the Zoom meeting.
- RECONVENE The meeting was reconvened at 7:32 p.m. with all members present.
- DIRECTOR CHAN Director Chan stated that the proposed position would be funded equally through the General Fund and the Mining Fund.
- COUNCILMEMBER GARCIA Councilmember Garcia asked about the fully burdened costs of the position, which Director Chan discussed. Director Chan added that the position would be filled through an open recruitment process.
- MAYOR PRO TEM BURROLA In reply to a question by Mayor Pro Tem Burrola, Director Chan advised that he has worked without an assistant for over a year. Mayor Pro Tem Burrola stated that he did not see a problem with hiring an Assistant Engineer.
- As requested by Mayor Pro Tem Burrola, Director Chan discussed the required qualifications for the position.
- DIRECTOR RODRIGUEZ Director Rodriguez presented the Aquatics Division's budget requests that have been funded by the Irwindale Community Foundation, such as the luau, an Aquatics Expo, the Red, White, and You BBQ, Shark Shack supplies, lounge chairs, and deck furniture. Budget requests to the City Council include a projector and screen for the Dive-In Movies program, a new pool vacuum, and funding to cover the startup fee for software named CivicRec.
- SUZANNE GOMEZ Suzanne Gomez stated that all Aquatics Division's budget requests should be approved.
- DIRECTOR RODRIGUEZ Director Rodriguez then presented the Recreation Department's budget requests that have been funded by the Irwindale Community Foundation, such as adult trips, family trips, Kindness Krew giveaways and donations, supplies for the RockAbilities program, instructors for classes, supplies for the Christmas Spectacular, cheer uniforms, and the sound system for the Red, White, and You BBQ. Budget requests to the City Council include funding for bands for the Music in the Park concerts, snacks for the KidZone program, decorations for the Red, White, and You BBQ, items for minor special

events, increase in the number of available tickets for family trips, the addition on one concert for the Music in the Park concerts, and membership fees for CPRS for four staff members.

COUNCILMEMBER
ORTIZ

Councilmember Ortiz asked about the requested funding for the Music in the Park, to which Director Rodriguez advised that the \$10,000 that is being requested is due to increased program costs.

MARICELA FRYMARK

Maricela Frymark asked whether the families of children that participate in the Cheer program could purchase uniforms, and asked about their costs, to which Director Rodriguez noted that the Parks & Recreation Commission asked staff to request funding for the cheer uniforms from the Irwindale Community Foundation. Previously, parents of program participants paid for the uniforms.

DIRECTOR RODRIGUEZ

Director Rodriguez then presented budget requests for Operations and Maintenance, including maintenance to the Irwindale Park pour-in-place floor, operating supplies, grounds maintenance, the purchase of an electric vehicle, supplies and annual costs for the school bus pass system, and bus parking for trips. She also requested approval of new Management Analyst and Maintenance Lead Worker positions.

MAYOR PRO TEM
BURROLA

In response to Mayor Pro Tem Burrola's question, Director Rodriguez advised that city is required to have 50% of fleet vehicles be electric by 2027. Mayor Pro Tem Burrola voiced concern over a lack of available charging stations in the city for electric vehicles and asked whether it is necessary to purchase electric vehicles at this time, to which Director Rodriguez advised that the city needs to begin purchasing electric vehicles in 2024, with some exceptions. She stated that staff wishes to purchase an electric Ford F-150 and noted several locations within the City where the truck could be charged. She added that staff is working on obtaining grants to obtain funding for the installation of electric charging stations in public parking lots.

Mayor Pro Tem Burrola then requested that staff purchase a lift truck with stabilizers, to which Supervisor Pedro Rodriguez indicated that the truck would likely have double stabilizers.

Mayor Pro Tem Burrola also asked about the qualifications for the two proposed staffing positions, to which Director Rodriguez stated that she is hoping to reclassify the existing Office Specialist to Management Analyst, and then fill the vacant Office Specialist with an external recruitment. The Maintenance Lead Worker position would also follow a similar procedure.

In response to several more questions from Mayor Pro Tem Burrola, Director Rodriguez explained the hiring processes for the two positions, as well as their job duties and requirements. Mayor Pro Tem Burrola expressed his belief that the Maintenance Lead Worker

is a new position, to which Director Rodriguez clarified that the position already exists, as does its job description.

Responding to a question by Mayor Pro Tem Burrola, City Manager Miranda stated that he would prefer to survey other cities to determine their qualifications for a position like Irwindale's Maintenance Lead Worker position.

DIRECTOR RODRIGUEZ Director Rodriguez reiterated that the job description for the position already exists and noted that she is asking for a second Maintenance Lead Worker. She advised that the job description could not be changed without a meet and confer process between the City and the position's bargaining unit.

MAYOR PRO TEM BURROLA Mayor Pro Tem Burrola stated that he would like more information on the position before considering its approval.

SUPERVISOR RODRIGUEZ Supervisor Rodriguez spoke on the need for the additional Maintenance Lead Worker.

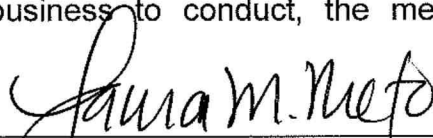
MAYOR PRO TEM BURROLA Mayor Pro Tem Burrola asked about hiring a contract janitor for the Senior Center and transfer the existing city janitor to the maintenance division, to which Director Rodriguez advised that she needs assistance with the risk management portion of supervising work crews, which a Lead Worker would assume.

DIRECTOR RODRIGUEZ Director Rodriguez then discussed Senior Center budget requests that were funded by the Community Foundation, such as the Healthy Irwindale program, field trips, class supplies, classes, the Book Club, special events, monthly birthday celebrations, billiards table and piano maintenance. Budget requests for the Council include instructors for the ceramic painting and Hawaiian dance classes, as well as CPRS training for staff.

MOTION A motion was made by Councilmember Ortiz, seconded by Councilmember Breceda, to direct staff to include the proposed budget changes to the budget adoption ordinance, to be presented to the Council for first reading at its meeting of June 12, 2024. The motion was unanimously approved.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 8:57 p.m.



Laura M. Nieto, MMC
Chief Deputy City Clerk